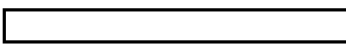


ODP 81-508
21 April 1981

MEMORANDUM FOR: Chief, Information and Privacy
Division, OIS

FROM:

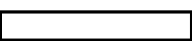

IFPO ODP

SUBJECT: Information for Annual Privacy Act
Report

REFERENCE: Your memo dtd 9 April 1981, same
subject

In response to reference, the Office of Data Processing has found no special considerations that must be given software programming because of the restrictive provisions of the Act. The controls required by the Act either do not apply to our automated records systems or they are subsumed within overriding security requirements.



O/D/ODP/ee/21 April 81

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13 APR 1981

MEMORANDUM FOR: Deputy Director for Applications, ODP

FROM:

[REDACTED]
Executive Officer, ODP

STAT

SUBJECT: Information for Annual Privacy Act
Report

1. Re paragraph 7. of attachment, I propose to respond as follows:

"The Office of Data Processing has found no special considerations that must be given software programming because of the restrictive provisions of the Act. The controls required by the Act either do not apply to our automated records systems or they are subsumed within overriding security requirements."

2. Please have some of your people look over my proposed reply and see if it accurately reflects our experience with systems subject to the Privacy Act.

STAT

3. I need your reply ^{by} ~~to~~ 20 April.

*concurrent in by
phone 20 April
by*

[REDACTED]

STAT

Att.

O/D/ODP/[REDACTED]ee/10 April 81

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09 APR 1981

MEMORANDUM FOR: See Distribution

FROM:

[REDACTED]

Chief, Information and Privacy Division/OIS

SUBJECT: Information for Annual Privacy Act Report

1. Annually, the Office of Management and Budget must compile information on the implementation, administration, and effects of the Privacy Act of 1974. All Executive Branch agencies having personally identifiable records contribute to the report, which will be submitted to the President for presentation to the Congress.

2. Each Privacy Act referent, in conjunction with the appropriate records systems manager, if necessary, is requested to assess the impact of the Act on the management of the records systems affected. In preparing your assessment, we request that you address the practical implications of servicing requests for information and the maintenance of the systems in accordance with the Act.

3. We encourage you to identify problem areas in the implementation of the Act which could be solved administratively, e.g., by clarifying existing guidance or issuing new guidance. Please propose solutions as appropriate.

4. (FOR OFFICES OF LEGISLATIVE COUNSEL AND GENERAL COUNSEL, ONLY) Identify problem areas that can be solved only by legislative changes. Explain why change is needed and propose amending language.

5. (FOR OFFICE OF SECURITY, ONLY) Provide examples, if any, of how the Act works to the disadvantage of your personnel charged with the responsibility of conducting interviews relating to background investigations and other duties in connection with security clearances.

6. (FOR OFFICE OF PERSONNEL POLICY, PLANNING, AND MANAGEMENT, ONLY) Describe inhibiting factors of the Act, if any, as it relates to the interviewing and the processing of applicants

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to the Agency. Also describe any problems in responding to inquiries from credit agencies or prospective employers of former Agency personnel.

7. (FOR OFFICE OF DATA PROCESSING) What special considerations must be given in software programming because of the restrictive provisions of the Act (e.g., accounting of disclosures) in the creation and/or maintenance of automated or semiautomated records systems?

8. The Agency's report is due in the Office of Management and Budget on 30 April 1981; we request, therefore, your comments and recommendations by close of business 22 April to permit this office time to incorporate results in a comprehensive Agency report. If there are any questions or for additional information, please contact .



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IPD/RLP/lr 8 Apr 81

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